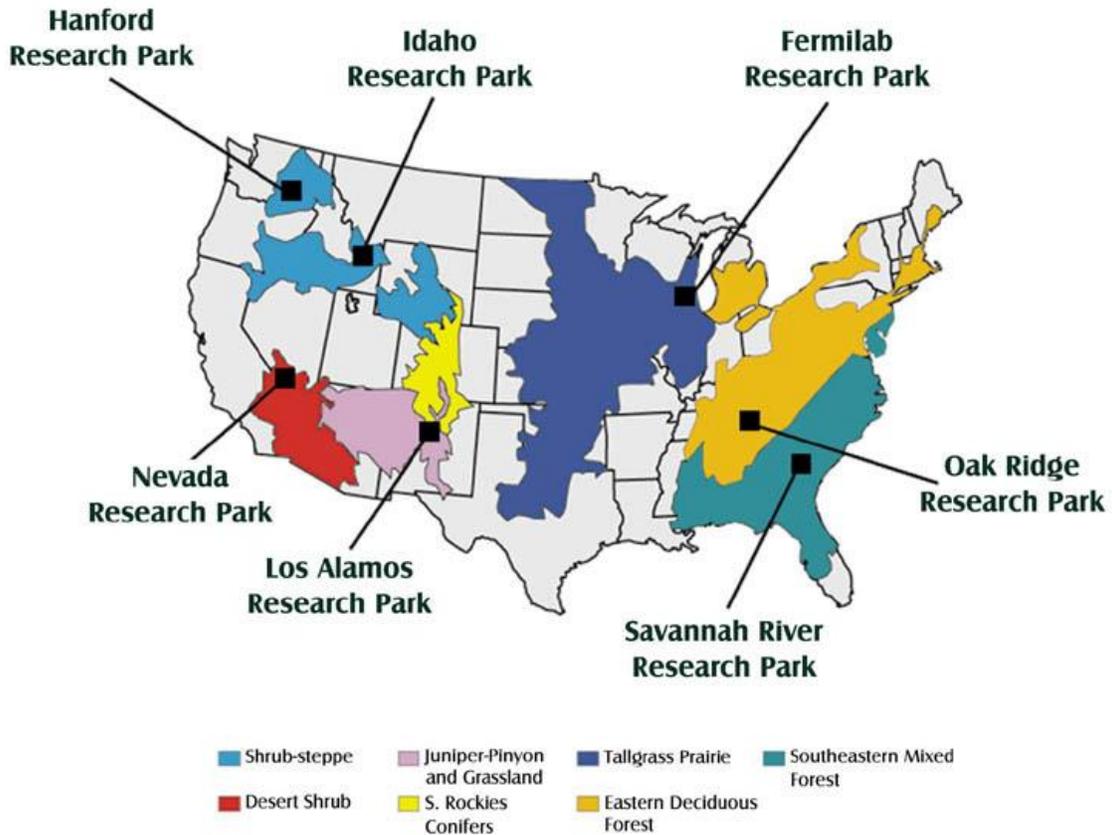


Fermilab National Environmental Research Park Handbook

National Environmental Research Parks and Associated Ecoregions



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I. What is the Fermilab National Environmental Research Park (NERP)?

The National Environmental Research Parks are outdoor laboratories that provide opportunities for environmental studies on public lands owned by the U.S. Department of Energy (DOE). DOE and its predecessors, the Atomic Energy Commission and the Energy Research and Development Administration have established seven research parks. The NERPs provide opportunities for many types of environmental studies and ecological research.

The Fermilab NERP was dedicated in 1989, the sixth of the seven currently existing sites. Fermilab is the only NERP owner with no Environmental Research mission or funding from DOE. Therefore, Fermilab makes the NERP site available to others as a site where their own research can be conducted.

II. What kind of research is supported at the NERP?

There are no specific restrictions on the type of research projects that may be hosted at the Fermilab NERP other than passing through the review process. Fermilab offers a broad range of habitat types and ecological situations in which to design an experiment. There are over 1000 acres of restored tallgrass prairie, hundreds of acres of forest, many types of wetlands and agricultural land available. The goal of the NERP is to provide opportunities for investigators to conduct meaningful and important studies, the results of which are communicated to the scientific community through reports, presentations and/or peer-reviewed literature. Many students have completed requirements for graduate degrees at the Fermilab NERP.

III. How do I apply to do research at Fermilab?

- a. Proposal – The first step is to submit a proposal to the NERP Coordinator. While the proposal need not be lengthy or highly technical, the impact of the project on the normal operations of the Laboratory are important to understand, and the design of the research should be subject to evaluation to

ensure that it is reasonable and promises to yield meaningful results. The proposal should include the following elements:

- i. Title of the proposed project
 - ii. Name and contact information of the Principal Investigator
 - iii. Basic description of the project
 - iv. Experimental design
 - v. Equipment necessary to conduct the work
 - vi. Physical location(s) of the research (if known)
 - vii. Any necessary alterations to the site for the research
 - viii. Duration and schedule of the project
- b. Reviews – Proposals must be reviewed for a variety of aspects related to performing research at Fermilab. In general, a period of 30 days should be expected to complete all reviews.
- i. National Environmental Policy Act– The proposal will be reviewed under the National Environmental Policy Act (NEPA) to determine whether the work would result in any significant impacts to the human environment. This review is required of any action(s) taken on federal property.
 - ii. Ecological Land Management (ELM) Committee - The Fermilab ELM Committee will review the proposal in order to understand the potential for gaining new knowledge about our site and to offer information to the proposer that may be helpful in carrying out the research.
 - iii. Roads & Grounds Department - All proposals will be reviewed by the Fermilab Roads & Grounds Department to make sure that the proposed research is compatible with other grounds maintenance activities.
 - iv. Other reviews – Additional reviews may be required under certain circumstances at the discretion of the NERP Coordinator. For instance, the use of radioisotope tracers would require a review by the

Radiation Safety Officer. Review by the legal office may be necessary in certain instances.

- c. Identification and site access – Fermilab identification is required for the Principal Investigator at a minimum to do work on the Fermilab site. Other members of the research team, including students, may also require identification credentials, depending on the duration and extent of the work they are expected to perform. Identification badges can be obtained at the Fermilab Key and ID Office in the basement of Wilson Hall after completing an application and obtaining the signature of the NERP Coordinator. A valid government-issued ID card (e.g., Driver’s License) is required. The ID badge cannot be issued until a short orientation course on Fermilab and Safety is completed.

IV. What is the legal relationship with Fermilab?

Work under an approved research proposal will be carried out under the terms of a license (Research Agreement or RA) between the researcher’s institution and Fermilab. The RA will include the following elements:

- a. Title and RS serial number (assigned by the coordinator) for the research project
- b. Name, contact information and organizational affiliation of the Principal Investigator
- c. Fermilab’s responsibilities – normally limited to providing access to the site and necessary orientation and safety training.
- d. Investigators’ responsibilities – in general, the researchers are responsible for their safety and the care and maintenance of any field equipment and for keeping Fermilab apprised of any field conditions that may interfere with normal Laboratory operations.

e. Other considerations

- i. Researcher's institution* must provide Certificates of Insurance covering the investigators including General and Excess Liability in the amount of \$1,000,000 for each, which name all legal entities associated with Fermilab as additional insured parties (see the example in Attachment 1).
- ii. The researcher(s) must provide two (2) copies of all reports and publications related to the research to the NERP Coordinator. Make sure to acknowledge the Fermilab NERP, Fermilab and DOE in all publications. All papers accepted for publication in journals must be submitted to DOE after acceptance and prior to publication. See <http://techpubs.fnal.gov/> for more information.
- iii. Researchers are responsible for the safety and security of all equipment and instrumentation.

V. Concluding the project – Once the project is completed, the researchers must notify the NERP Coordinator in writing, giving a date by which all equipment will be removed and the site restored per the License Agreement. A representative from the project, usually the Principal Investigator, will be expected to present the results of the research at a regular meeting of the Ecological Land Management Committee.

* Research conducted by Department of Energy or other federal agency personnel are exempt from this requirement.